JIM THORPE BOROUGH COUNCIL MEETING
June 13, 2024
MINUTES

Meeting called to order at 6:32 p.m. by President Strubinger with the pledge of allegiance and a moment of silence for the armed forces, first responders, and their families, as well as the service members who lost their lives while serving our country.

Roll Call of Members

Police Chief Schatz	Mayor Cinicola	Sydney Wernett
Borough Manager Sterner	Mike Yeastedt	Connor Rodgers
Borough Secretary Klotz	Tom Chapman	Ted LaRizzio
Solicitor Nanovic	Joanne Klitsch	Greg Strubinger

Mayor's Report

Mayor Cinicola did not have anything to report other than he is happy with the job the Police Department is doing.

Announcements

The Borough is accepting letters of interest for two (2) vacancies on the Shade Tree Committee, terms ending December 31, 2028 and December 31, 2025. If anyone is interested, please submit a letter of interest.

There is a vacancy on the Planning Commission, term ending on December 31, 2027. If anyone is interested, please submit a letter of interest.

The Spring 2024 Tire and Electronic Recycling Event took place on May 18, 2024. A total of 471 tires, 243 TVs, and 132 miscellaneous items were collected. The next recycling event will take place sometime in the Fall.

The tentative start date for the upcoming High Street Wall Project is Monday, June 17th. High Street will be closed during certain portions of the project.

The tentative start date for Street Paving is Monday, June 24th. The streets to be paved are West 5th Street (starting at Spring Alley), Maple Street, West 6th Street, Cypress Street, and Snyder Street (ending at West 10th Street).

The July 4, 2024 Work Session Meeting is canceled due to the holiday falling on the first Thursday of the month.

The Borough was awarded the LSA Grant for Speed Alert and Traffic Control Safety Signs totaling $67,207.00. The Borough will receive two (2) electronic signs, bringing the total count the Borough has to four (4). The Borough will also receive five (5) Speed Alert Signs. They will go on North Street, Center Avenue, and West Broadway.

The Borough was awarded the Patrick Leahy Bulletproof Partnership Program Grant totaling $3,342.00. This will help towards the expense of replacing the Police Department's bullet-proof vests. The vests only have a five (5) year life expectancy. Extending the usage past this timeframe risks putting an officer's life in danger. The vest cost $1,500.00 each.

The Borough was awarded the PMVB Tourism Impact Grant for the Asa Packer Mansion Porch totaling $20,000.00.

A reminder for residents: pertinent information for residents can be found and received through the Borough's All-Call, website, and Facebook page. Residents can sign up for the All-Calls through the Borough's website.

Presentation
A proclamation was made in honor of the Jim Thorpe Rotary Club's 100th Anniversary. Unfortunately, no one from the Rotary was in attendance to accept the Proclamation. Greg Strubinger read the Proclamation out loud.

Public Comment
NONE

Public Hearing
NONE

Presentation

SALDO (Subdivision and Land Development Ordinance)
NONE

Action
MOTION by Joanne Klitsch, second by Connor Rodgers to **approve Council Meeting Minutes from May 2, 2024.** There were no comments. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **approve Council Meeting Minutes from May 9, 2024.** There were no comments. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **approve Expenditures from all Funds as presented.** There were no comments. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **approve the Treasurer's report.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Ordinance 2024-04 Vehicle & Traffic Amendment: No Parking on East Side of Chestnut Avenue and Stop Signs at 4th & Oak Streets.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve applying for DEP Growing Greener grant funding and supplying a commitment letter for the Silk Mill Restoration Phase II project.** Phase II of the project is the construction phase. The Borough will be pledging a $7,800.00 in-kind commitment. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the Lehigh Valley Main Street Grant change.** Borough Council had made a motion at the May 9, 2024 meeting to approve applying for funding to replace the informational kiosks at the Jim Thorpe Mausoleum. The Amateur Athletic Union (AAU) will be replacing the kiosks at a later date as a donation. The new project will consist of planting new plants and grass seed in the area of the Mausoleum. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **authorize the Solicitor to review the Carbon County Double Home Rehabilitation Program documents.** There have been changes made by the County to the original document the Borough had received in 2023. The updated version does not include the property owner in the application process. The Borough would be responsible for anything that would exceed $50,000.00. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Mike Yeastedt to **adopt the Memorial Bench Program guidelines.** A resident submitted a request for a memorial bench to be placed in Memorial Park months ago. The program will start when the Memorial Park Project ends. The style of benches to be placed still needs to be determined by Borough Council. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **accept the Lion's Club 90-day termination notice of the caretaker's agreement for the Asa Packer Mansion dated April 2, 2024.** The agreement stated that either party may terminate the agreement and must give a 90-day notice. Mike Yeastedt and Greg Strubinger thanked the Lion's Club for their dedication to the Mansion over the years. The Borough will take over operations of the mansion effective July 1, 2024. Motion carries 7-0.

MOTION by Connor Rodgers, second by Greg Strubinger to **approve the Jim Thorpe Borough Mansion Operations Recommendations.** Manager Sterner explained the numerous items that will need to be completed to transition the mansion operations over to the Borough. Mansion funds will need to be transferred over to the Borough. The mansion tour guides would become Borough workers. Various vendor accounts will need to be switched over to the Borough. A Lead Guide position will be created that would help with scheduling. A committee will be created to oversee the operations. The committee will consist of two (2) Borough Council members- Mike Yeastedt and Ted LaRizzio, the Borough Secretary, the Borough Treasurer, and the Lead Guide. Ted LaRizzio said he did not want to be part of the committee and he would like his name removed. Greg Strubinger said if no other Borough Council member steps up to fill that spot, he would. Betty Lou McBride, who was in the audience, asked who will be running the mansion once the committee takes it over and who will be there every day for daily operations. Manager Sterner said anything pertaining to mansion operations should be directed to the Borough office. Betty Lou McBride asked if the mansion will still be a 501c3. Manager Sterner explained that it would not be and the mansion operations would become a division of the Borough. Betty Lou McBride discussed the concerns about business being down in town and Borough Council needs to know so it doesn't continue. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Greg Strubinger to **hire additional staff for the Asa Packer Mansion operations.** There currently are only six (6) guides, with one (1) of the guides unavailable to work until the end of summer. Secretary Klotz explained there should be five (5) or six (6) additional guides hired for the upcoming fall foliage weekends. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Jeff Thomas's retirement effective July 2, 2024**, with regrets. Greg Strubinger thanked Jeff Thomas for his hard work for the Borough. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the in house posting of a Streets Division Full-Time Truck Driver/Laborer for a period of five (5) days. If no in-house interest, proceed through the Borough's process for outside employment opportunities.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Jack Sterling's resignation from the Lehigh Canal Recreation Commission.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Civil Service testing for a Full-Time Officer's position.** The testing list is good for two (2) years. Motion carries 7-0.

MOTION by Connor Rodgers, second by Tom Chapman to **accept the highest bids on Municibid for the copy machines.** The highest bid for the Administrative office copy machine was $420.00 and the highest bid for the Police department copy machine was $50.00. Manager Sterner explained there was no option available for a trade in. Greg Strubinger asked if the Borough was receiving a fair amount for the copy machines. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Schaedler quote, authorize rental of a bucket truck, and authorize Public Service staff labor for the Downtown Victorian Lighting Retrograde Project.** A portion of this project will be funded by the PMVB Community Impact Grant. The remaining lights will be replaced that have not already been. The total project will cost around $30,000.00. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept the low bid of $33,460.00 from Alan Kunsman Roofing for the Diligent Roofing Project.** Mike Yeastedt explained there were two (2) options to choose from. The first option would be to silver coat the roof, which is only good for seven (7) years. The second option would be to replace the entire roof, which it would then have a 20+ year warranty. They have done other work for the Borough. Manager Sterner explained Kunsman is an approved COSTARS contractor. Borough Council felt the roof should be replaced. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the lowest quote for a mini excavator rental that suits the needs of all of the Public Service Departments.** Mike Yeastedt said there are enough projects to warrant renting a mini excavator for a month. The quotes received were priced out by daily, weekly, and monthly rentals. Manager Sterner explained that after speaking with the Water Supervisor, the mini excavator with the hammer attachment would be preferable. The lowest quote with the hammer attachment is Marshall Machinery. The lowest quote without the hammer attachment is Medico. Motion carries 7-0.

MOTION by Connor Rodgers, second by Mike Yeastedt to **approve a Water Department Purchase Order for a Radio Detection 7200 Locator Kit totaling $6,653.00.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the PP&L Temporary Workspace Agreement.** PP&L will be working on the powerlines that cross S.R. 903, North Street, as you're going up the mountain. The powerlines encroach on Borough property. The agreement would allow PP&L to set up a work space on Borough property to completed their work. Once completed, they would restore the area to how it was before they got there and will compensate the Borough $500.00 for use of the space. Solicitor Nanovic has already reviewed the Agreement. Mike Yeastedt asked how PP&L was accessing the area. Manager Sterner said she wasn't sure, but figured it was along the path of the powerlines. Connor Rodgers asked if PP&L could be asked to correct the erosion in the creek from the last time they were working in that area. Motion carries 7-0.

Facilities Project – Secretary Klotz asked that Borough Council review and make a motion for each item on the agenda for the Facilities Project. There are many different Payment Applications, Change Orders, and Invoices that need to be properly reviewed and voted upon.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Larry McCullion & Son Electrical Payment Application #3 for $81,000.00.** This was for work completed and materials purchased from May 1st through May 20th. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Spillman Farmer Invoice 8121.22.15 totaling $6,252.08.** This is for Professional Services from Aril 1st through April 30th. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Spillman Farmer Addendum #2 increasing their contract by $14,500.00.** This is for the waterline plan revisions, construction support services, and construction administration support. Mike Yeastedt said he doesn't think the water issue has been entirely addressed. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Barry Isett Waterline Location Proposal totaling $1,500.00.** This is for a waterline location survey. Mike Yeastedt said the survey was completed this week. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bracy Contract Order GC-CO-02 totaling a $5,555.00 increase.** This is for a modification for propane tanks. Mike Yeastedt explained this is a change in the fuel system from oil to propane, fit out the pad area, and fencing. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve United Inspection Services Invoice 25322 totaling $1,990.00.** This is for soil testing services that was completed on May 7th, 29th, 30th, and 31st. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve KMZurawa Inc Invoice 1110-01 totaling $1,712.75.** This is for work and services completed by the Project Manager from March 1st through March 15th. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve KMZurawa Inc Invoice 1110-02 totaling $4,781.25.** This is for work and services completed by the Project Manager from March 16th through May 31st. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Requisition #5 – partial payment for work completed May 1, 2024 through May 31, 2024.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve GR Noto Payment Application #3 totaling $2,165.62.** This is for work completed and materials purchased from April 1st through April 30th. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve GR Noto Payment Application #4 totaling 3,971.25.** This is for work completed and materials purchased from

May 1st through May 20th. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.
MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Reading Mechanical Payment Application #2 totaling $84,375.00 conditioned upon all proper paperwork is received and correct.** This is for work completed and materials purchased from May 1st through May 20th. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve JBM Mechanical Payment Application #3 totaling $207,450.00.** This is for work completed and materials purchased from May 1st through May 20th. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Bognet Payment Application #4R totaling $84,375.00.** This is for work and material purchased from May 1st through May 20th. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Connor Rodgers, second by Mike Yeastedt to **approve Bognet Contract Change Order GC-CO-04 totaling a $2,593.56 credit.** This is a credit in the contracted amount for pavers that were on the original plans. Concrete will be used for the walkway instead. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Connor Rodgers, second by Mike Yeastedt to **approve Bognet Contract Change Order GC-CO-05 totaling a $7,618.38 credit.** This credit is for time and materials not used as originally planned for in Contract Change Order GC-CO-03 for mold remediation. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Spillman Farmer Invoice 8122.22.16 totaling $4,195.00.** This is for Professional Services from April 1st through April 30th. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve United Inspection Service Invoice 25290 totaling $730.00.** This is for testing services conducted on May 29th. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve KMZurawa Inc Invoice 1111-01 totaling $4,590.00.** This is for work and services completed by the Project Manager from March 15th through May 31st. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Requisition #5 – partial payment for work completed May 1st through May 31st.** There were no comments. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

Municipal Complex Parking Lot Paving – It was discovered, after the project was awarded, the parking lot is not scheduled to be entirely paved. Included is a strip along the high school side of the building to the Sallyport area and a strip along the baseball/softball field area. The section in between is not scheduled to be paved. Borough Council discussed paving the remainder, but wasn't sure exactly where to start from. The options were to start at the pavilion

or start at Fern Street. The area where the police park at the current office building needs to be addressed as well. Manager Sterner reminded Borough Council there are potentially about $400,000.00 worth of unexpected Change Orders to date. There are electric poles by the current Public Works Garage that will need to be removed at a later date that would ruin the new pavement if Council would choose to add it. Borough Council decided to wait and take no action on this.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve sending a letter of support to DEP's Watershed Restoration Protection Program for the Mauch Chunk Historical Society's Stormwater Outlet Project.** Originally, the Mauch Chunk Historical Society submitted a Request for Action for the Borough to apply for grant funding to fix it. It was determined the stormwater outlet did not belong to the Borough. It belongs to the Historical Society. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve sending a letter of support to the Department of Justice COPS Program for the Jim Thorpe Area School District's Security Project.** The funding would be used in all three (3) of their school buildings. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Mike Yeastedt to **approve National Night Out on August 6, 2024 from 6:00 p.m. to 8:00 p.m.** This year's event will be held in the high school baseball field. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Kemmerer Park Association's Yoga in the Park.** This will take place on select Wednesday nights from August through October on the basketball court of Kemmerer Park. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve PA Running Company's Jim Thorpe Running Festival being held April 26, 2025 through April 27, 2025.** The running festival will consist of a ½ marathon, full marathon, and 7-mile run. Hazard Square will be closed for bus shuttles during the event. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Lisa Napoletano Annual Run with the Angels 5k taking place on May 10, 2025.** The run will take place on the D&L Trail. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Jim Thorpe Independent Film Festival taking place on May 1, 2024 through May 4, 2024.** The film festival will be held at the Mauch Chunk Opera House. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve a brand-new sign Welcome Sign to Jim Thorpe Sign.** JTTA was awarded a PMVB grant to either refurbish or replace signage in the Borough. There were four (4) options to choose from-different ways to refurbish or replace the welcome signs. Borough Council would like to see a new welcome sign, different from the other D&L signs. The new sign will replace the one on S.R. 209 across from Turkey Hill. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve JTTA's Fall Foliage Weekends and the following to take place during Fall Foliage Weekends- barricades for closing Quary Street, barricades for Shozo Park on Race Street, and barricades by the Mauch Chunk Opera House for shuttle pick up/drop off.** Fall Foliage Weekends would be

the first three (3) weekends in October. These weekends will include food vendors, craft vendors, and music. The last weekend on October will only have food vendors. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Jim Thorpe Community Athletic Association's Movies in the Park events, Community Fun Days Events, and request for playground equipment conditioned upon the equipment being reused for the Memorial Park Project.** The events will take place at Sam Miller Field. Movie nights will take place Friday nights, 8:00 p.m. to 11:00 p.m., from June through August. Community days will take place select Saturdays, 2:00 p.m. to 10:00 p.m., from June through September. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the Carbon County Commissioners use of Kemmerer Park on September 6, 2024.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve a no parking area on Pine Avenue during the 150th anniversary celebration of the Diligent Fire Company on September 14, 2024.** This will be for parking for neighboring municipality emergency service vehicles. Connor Rodgers said after speaking with Jay Miller about this, it should include closing School Alley from Spruce to Pine. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Firehouse Ahead Signage on Center Avenue and North Street, and request PennDOT pay for and install the signs.** Connor Rodgers requested PennDOT pay for the signage due to the signs being place on state roads. Motion carries 7-0.

Lehigh Canal Recreation Commission RFA-Legal Representation – The Lehigh Canal Recreation Commission had applied for grant funding to improve some of the locks along the D&L Trail from Weissport to Jim Thorpe. This project has been placed on hold due to a disagreement between the Lehighton Water Authority and the Lehigh Canal Recreation Commission. The Lehighton Water Authority presented the Lehigh Canal Recreation Commission with a Memorandum of Understanding (MOU). The Lehigh Canal Recreation Commission asked if the Borough would allow the Solicitor to review the MOU on behalf of the Commission since the Borough is one (1) of seven (7) municipalities part of the Commission. Solicitor Nanovic already reviewed the MOU and made his recommendations free of charge. No action was taken.

Lesisko RFA-Return of Lesisko Portrait – At last week's Work Session meeting, Borough Council asked if the office staff could contact the Lesisko's to see if they would be interested in having to portrait hung back up in Memorial Hall once the renovations are completed. Secretary Klotz said she wasn't able to get ahold of the family, but would try again over the next few days. No action was taken.

MOTION by Connor Rodgers, second by Joanne Klitsch to **deny Brown RFA-Resident Parking on Chestnut Avenue.** There were no comments. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **deny Evans RFA-Speedbumps on West Broadway.** This request would need to be presented to PennDOT as West Broadway is a state road. Manager Sterner said she had received an email from a resident who was opposed to this idea. Motion carries 7-0.

MOTION by Connor Rodgers, second by Joanne Klitsch to **deny Evans RFA-Glen Onoko Falls Revitalization.** Glen Onoko Falls is outside of the Borough limits. It is owned by the Fish & Boat Commission. This request would need to be addressed to them. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **deny Moyer RFA-Waiver of Garbage Charges.** Service is available to the residents. They must bring their trash to Summit Drive. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve one (1) Utility Rate Change.** There were no comments. Motion carries 7-0.

Exonerations

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the monthly Exoneration Report.** There were no comments. Motion carries 7-0.

Committees

Planning Commission Letter of Interest – Borough Council has received two (2) letters of interest to date. Planning Commission requests the seat be filled by a member of Borough Council. No action was taken.

Administration
NONE

Public Service
NONE

Police
NONE

Buildings/Parks
NONE

Emergency Services
NONE

Old Business
NONE

Executive Session

MOTION by Mike Yeastedt, second by Joanne Klitsch to **move into executive session for Real Estate and Litigation.** There were no comments. Motion carries 7-0. The meeting paused at 8:06 p.m.

MOTION by Mike Yeastedt, second by Sydney Wernett to **resume the meeting.** There were no comments. Motion carries 7-0. The meeting resumed at 9:11 p.m.

MOTION by Mike Yeastedt, second by Connor Rodgers to **ratify the Solicitor by post-trial exceptions regarding the High Street Steps decision.** There were no comments. Motion carries 7-0.

Adjourn

MOTION by Mike Yeastedt, second by Sydney Wernett to **adjourn the meeting.** There were no comments. Motion carries 7-0. The meeting ended at 9:12 p.m.

Respectfully Submitted,

Brooke Klotz
Borough Secretary